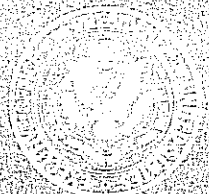


*Report
on the
Acquisition
Work Force
Through
Fiscal Year 1982*

*Federal Acquisition Personnel
Information System*

October 1983



*Report prepared by the
Office of Federal Acquisition Regulation
United States Office of Management and Budget*



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
OFFICE OF FEDERAL PROCUREMENT POLICY
WASHINGTON, D.C. 20503

FEDERAL ACQUISITION
INSTITUTE

October 1983

We are pleased to publish our fourth demographic report on the Federal procurement work force. Our intent is to supply you with data of value in managing the procurement work force.

We hope that this information will be useful to you in identifying human resource needs and enhancing the professionalism of procurement personnel.

Some of the more striking facts in this report include the following:

- o The total procurement work force soared from 40,775 in Fiscal Year 1978 to 51,968 in Fiscal Year 1982, including an increase of 4,198 in the number of Contracts and Procurement specialists.
- o High turnover has sharply reduced the number of experienced personnel in all procurement fields. This trend will continue through the next decade.
- o We anticipate that most procurement personnel will leave their current occupations during the 1980's.

These trends imply a need for heavy investments in the procurement work force to sustain and improve its professionalism.

If you have any questions about the report or need further data, please call me at 202-395-7300.

William N. Hunter

William N. Hunter
Director

ACKNOWLEDGEMENTS

We wish to express our appreciation to Dr. Philip A.D. Schneider, James L. Hall, and their co-workers at the Office of Personnel Management. Without their patience, assistance, advice, and data, this report would not be possible.

We also would like to express thanks to Mary Ann Schade and her colleagues in the Automated Systems Division, Office of Administration, United States Office of Management and Budget. With their help, we were able to turn raw data tapes from the Central Personnel Data File into an on-line, conversational, personnel management information system.

TECHNICAL NOTES

Source Of Data:

The data in this report were derived from the Central Personnel Data File (CPDF) established and maintained by the Office of Personnel Management. The Federal Acquisition Institute annually purchases a copy of the end-of-year (Fiscal Year) CPDF files on active, full-time, permanent employees in acquisition fields.

Retirement Eligibility

Minimum combinations of age and years of service qualifying for:

Regular Retirement

Age 65
Age 62 with 5 years of service
Age 60 with 20 years of service
Age 55 with 30 years of service

Early Retirement

Age 50 with 20 years of service
Any age with 25 years of service

Losses and Hires

Losses include employees who left the series for any reason. Losses include separations from Government service and employees who stayed in Government but changed series.

Hires include employees who entered the series from any source. Hires include off-the-street hires, Federal employees who changed series, and persons returning to active duty following extended leave without pay.

Education Levels

In 1974, the educational levels of all full-time, permanent employees were recorded in their CPDF files. Since that time, Federal agencies have been required to report educational level at accession of new employees. They also may, on a voluntary basis, update employee CPDF files to record changes in educational levels after accession.

INQUIRIES

Any of the reports in this document can be replicated for the population of an agency. Moreover, other types of detailed reports may be prepared on the population of each agency. Since the Federal Acquisition Personnel Information System is an on-line, conversational system, such reports can be readied in a matter of hours. For more information, contact the Federal Acquisition Institute.

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HIGHLIGHTS AND ANALYSIS

CONTRACTS AND PROCUREMENT SPECIALISTS (GS-1102)

1. Workload Vs. Work Force

- o The professional work load of Contracts and Procurement Specialists (GS-1102) soared 35%-74% (depending on the measure applied) in the four year period ending on September 30, 1982.
- o In that same four year period, the work force grew at a slower rate--19%.

2. Turnover And Level Of Experience

- o At the end of Fiscal Year 1982, just 6 out of 10 Contracts and Procurement specialists had more than four years of experience in the GS-1102 series. This was due to two factors:
 - A loss rate averaging about 10% per year. About 1/3 of the starting Fiscal Year 1979 work force had left the GS-1102 series by the end of Fiscal Year 1982.
 - High net growth in the overall size of the work force. The total number of Contract and Procurement Specialists rose 19% from Fiscal Year 1979 through Fiscal Year 1982.
 - More than 11,000 persons entered the GS-1102 series during that period (of whom 9,511 were still in the series at the period's end).
- o Despite the large influx of newcomers to the series, there has been little improvement in several key indicators of professionalism and future turnover.
 - Most of the newcomers had not graduated from a college or university. About one fifth graduated with a major in business or public administration; few had majored in procurement.
 - The average age of the work force declined slightly from 44.8 in Fiscal Year 1978 to 43.5 in Fiscal Year 1982.
 - The retirement eligibility of the work force also declined by just 5% during the period.
- o The primary source of hires throughout the period was internal. Only about a third were off-the-street hires. The rest came from such occupations as

Purchasing (GS-1105) and Procurement Clerical and Assistant (GS-1106).

- Only 26% of the internal hires had graduated from a college or university by the end of Fiscal Year 1982. This compares with 66% of off-the-street hires.
- 30% of the internal hires will be eligible for regular retirement in the next ten years, compared with just 7% of off-the-street hires in that same period.

3. Expected Turnover In The Next Decade.

- o We expect that the Contracts and Procurement series will continue to grow in overall size during the next decade. This is predicated on several assumptions:
 - Continued national consensus for a stronger defense.
 - Continued emphasis on contracting out missions of the Government that can be performed more cost-effectively by the private sector.
 - Efforts by agencies to close the gap that has widened between work force and work load.
- o Most of the Contracts and Procurement specialists employed by the Government at the end of Fiscal Year 1982 will leave the GS-1102 series during the next ten years.
 - 40% of the work force are eligible or will become eligible for regular retirement on or before 1992.
 - Every year, a large number of persons not eligible for regular retirement quit the GS-1102 series. In Fiscal Year 1982, for instance, 1,924 left the GS-1102 series--only 529 (27%) of whom were eligible to retire. Among those not eligible to retire, 7% on the average quit the series each year.

4. Implications For Career Management

- o Procurement Executives have a rare opportunity in the next five years to put their mark on the procurement work force and bolster its level of professionalism:
 - Through the training programs (both formal and on-the-job) extended to the thousands of recent newcomers to the series.

- Through the recruitment and staffing programs developed to bring in the thousands of newcomers who will be needed in the years ahead.
- o In view of all the turnover, agencies may have some difficulty in obtaining sufficient numbers of qualified contracting officers.
- o To forestall shortages of contracting officers and take advantage of the opportunities that are inherent in a period of high turnover, the Government will need to seriously consider investing more heavily in career management programs for Contracts and Procurement specialists.

PURCHASING AGENTS AND PROCUREMENT ASSISTANTS (GS 1105-1106)

1. Turnover And Pay Levels

- o These support functions have experienced very high turnover during the four year period ending on September 30, 1982.
 - About one out of every four Purchasing Agents quit the GS-1105 series each year. A slightly larger percentage of Procurement Clerks and Assistants left the GS-1106 series.
 - Large numbers quit the GS-1105 and GS-1106 series for positions in the GS-1102 series. About half the GS-1102 internal hires came from the GS-1105 and GS-1106 series.
- o Most of the people entering these support functions have not graduated from college.
- o The average grade level for Purchasing Agents is only 5.8--exceptionally low for a technical field and just above the average for clerical fields.

2. Implications For Career Management

- o The high turnover will tend to complicate efforts to establish career development programs for these functions.
 - The very low grade levels for positions in these functions probably impedes our ability to attract persons who view these functions as a long-term career.
 - Relatively large proportions of the work force will be in a training status each year.
 - The payback period for such training investments is relatively short.

- o With large numbers of persons using these support functions as stepping stones to the GS-1102 series, procurement career managers may need to pay more attention to staffing, training, and appraisal of personnel in the functions.
 - When selecting personnel for positions in these functions, managers may need to consider not only their ability to handle purchasing and assistance tasks but also their potential for promotion to the GS-1102 series.
 - Training and work assignments may be designed not only to prepare them for purchasing and assistance tasks but also to test their mettle for GS-1102 tasks.
 - Formal upward mobility programs may be needed to ensure that persons making the transition to GS-1102 positions have a competitive background vis-a-vis off-the-street hires.

INDUSTRIAL SPECIALISTS (GS 1150)

1. Turnover And Other Data

- o Most Industrial Specialists will be eligible to retire in the next ten years.
- o Most of the starting Fiscal Year 1979 work force have already quit the GS-1150 series.
- o This series ranks behind the Contract and Procurement series in terms of journeyman grades (but not average grade, because the GS-1150 series has a far lower proportion of entry level personnel), education levels, and college recruitment.

2. Career Management Implications

- o This field is experiencing unusually high turnover for an administrative field.
- o The low proportion of entry level positions, coupled with the high average age and retirement eligibility of the population, suggests a need for strengthened intern programs and other efforts to rebuild the career ladder.

SUMMARY STATISTICS

ACQUISITION WORK FORCE

As of 9/30/1982

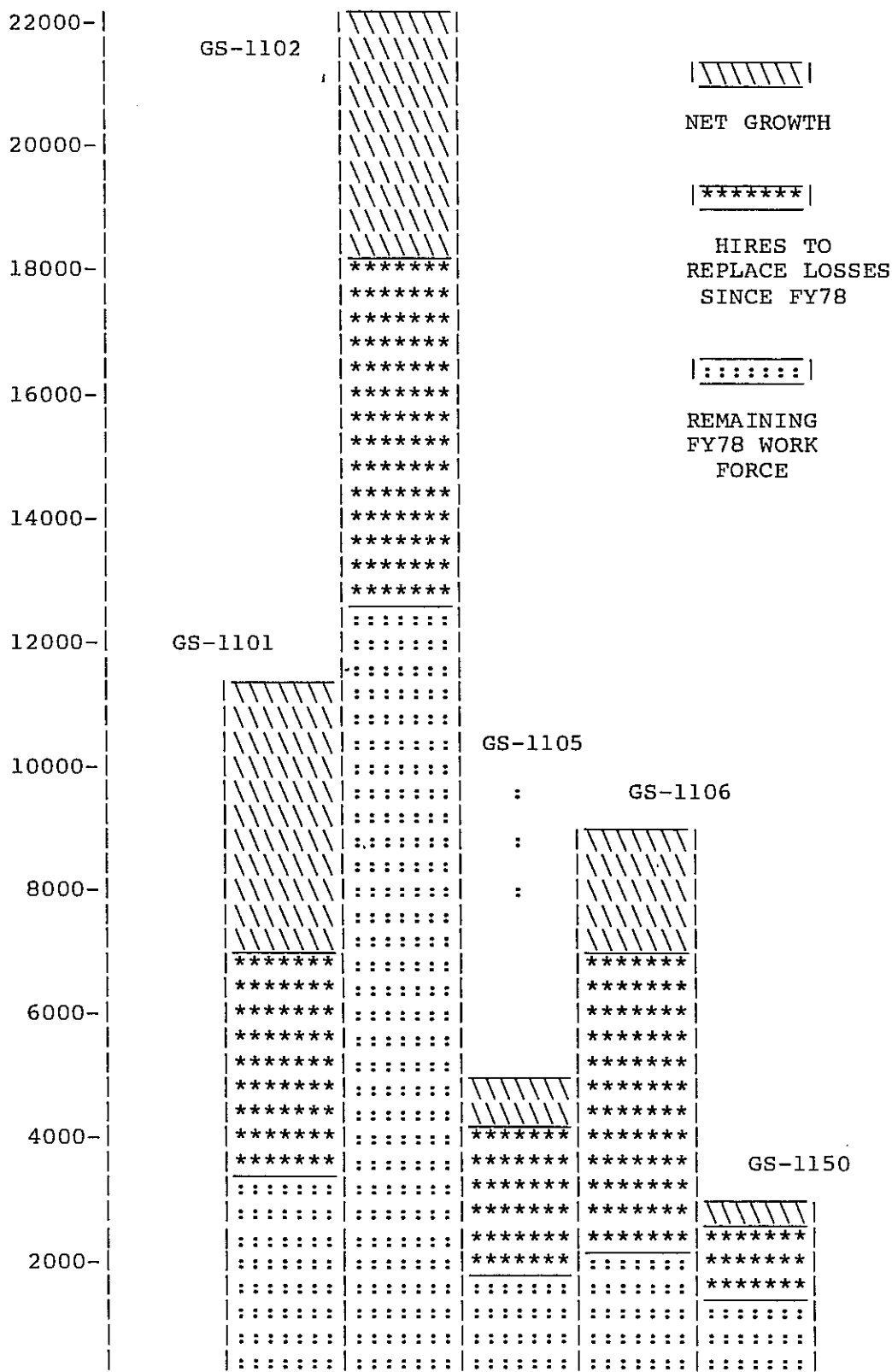
	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Logistics Mgt.	100 (2%)	4803 (98%)	4903
Procurement	17886 (34%)	34082 (66%)	51968
Equipment Spec.	304 (3%)	9292 (97%)	9596
Quality	854 (6%)	14776 (94%)	15630
Supply	6334 (14%)	38938 (86%)	45272
Transportation	1844 (19%)	7758 (81%)	9602
TOTAL	27322 (20%)	109649 (80%)	136971

LONG TERM SHIFTS IN ACQUISITION WORK FORCE

	<u>1978*</u>	<u>1980*</u>	<u>1982*</u>
Logistics Mgt.	3384	3836	4903
Procurement	40775	44460	51968
Equipment Spec.	8905	8900	9596
Quality	14631	14135	15630
Supply	54174	52768	45272
Transportation	11746	11123	9602
TOTAL	133615	135222	136971

*As of the last day of the Fiscal Year

COMPOSITION OF PROCUREMENT WORK FORCE FY 1982



NOTE: This chart shows the high net growth and turnover that has characterized the procurement work force in recent years.

PROCUREMENT WORK FORCE

As of 9/30/1982

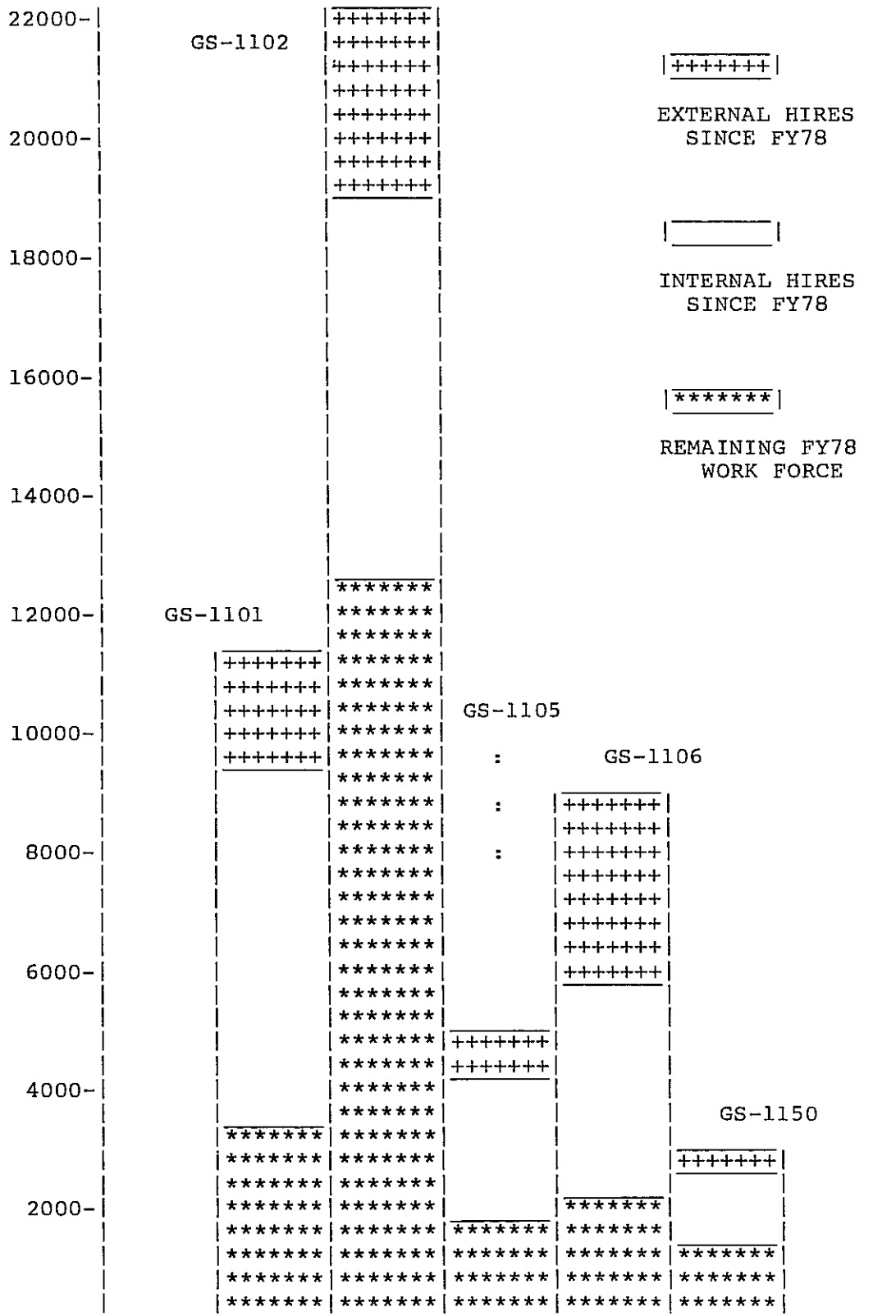
	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Gen Bus & Ind. (GS 1101)	7916 (70%)	3332 (30%)	11248
Contracts & Proc. (GS 1102)	5737 (26%)	16428 (74%)	22165
Ind. Property Mgt. (GS 1103)	94 (10%)	827 (90%)	921
Property Disposal (GS 1104)	270 (23%)	908 (77%)	1178
Purchasing (GS 1105)	2140 (43%)	2883 (57%)	5023
Clerical & Asst. (GS 1106)	1448 (17%)	7224 (83%)	8672
Industrial Spec. (GS 1150)	281 (10%)	2480 (90%)	2761
TOTAL	17886 (34%)	34082 (66%)	51968

LONG TERM SHIFTS IN PROCUREMENT WORK FORCE

	<u>1978*</u>	<u>1980*</u>	<u>1982*</u>
GS 1101	6773	8101	11248
GS 1102	17967	19428	22165
GS 1103	846	815	921
GS 1104	1301	1256	1178
GS 1105	4198	4598	5023
GS 1106	7066	7673	8672
GS 1150	2624	2589	2761
TOTAL	40775	44460	51968

*As of the last day of the Fiscal Year.

HIRING FOR THE PROCUREMENT WORK FORCE FY 1979 THRU FY 1982



NOTE: This chart shows that internal hiring has been about twice as heavy as external, off-the-street recruitment.

CONTRACTS AND PROCUREMENT (GS 1102)

FIVE YEAR PROFILE (1978-1982)

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Number Employed*	17967	18608	19428	21022	22165
Average Grade	10.7	10.7	10.7	10.6	10.6
Average Age	44.8	44.5	43.7	43.7	43.5
Eligible to Retire**	35%	34%	32%	30%	30%
College Graduates	42%	43%	42%	42%	42%

*At end of Fiscal Year.

**Both eligible for regular and for early out.

TURNOVER DURING THE FISCAL YEAR

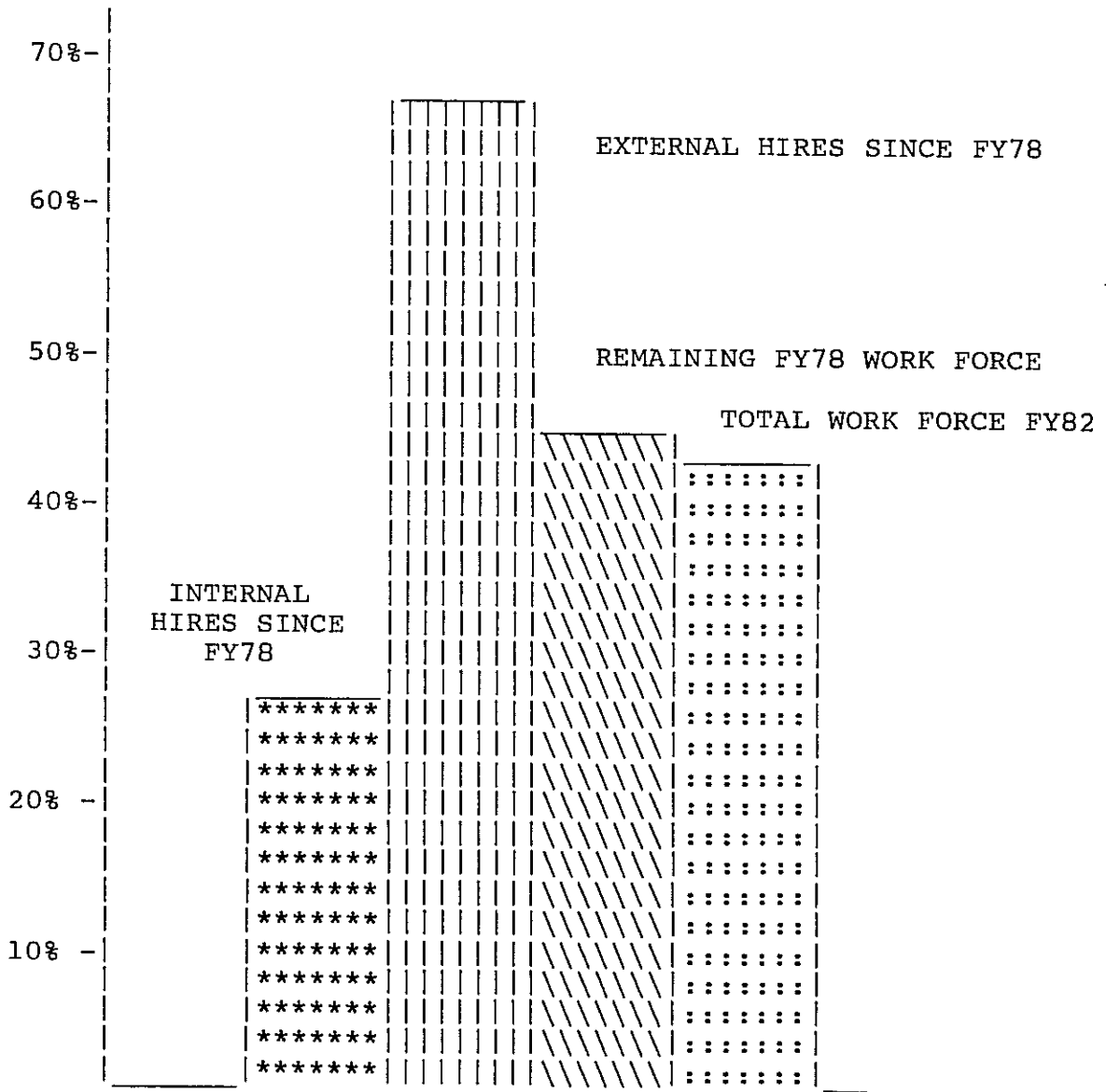
	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Beginning Strength*	17279	17967	18608	19428	21022
Losses**	1588 9%	1728 10%	2039 11%	1749 9%	1924 9%
Hires**	2276 13%	2369 13%	2859 15%	3343 17%	3067 15%
Net Change**	688 +4%	641 +4%	820 +4%	1594 +8%	1143 +5%
End Strength	17967	18608	19428	21022	22165
Ratio Internal To External Hires	2.2:1	2.7:1	2.5:1	2.2:1	2.5:1
Avg. Age Hires	37.9	38.2	38.3	38.4	38.0
Percent Hires Who are College Graduates	42%	37%	38%	36%	43%

*Of the Fiscal Year.

**Percentage of Beginning Strength.

CONTRACTS AND PROCUREMENT SPECIALISTS (GS-1102)

COLLEGE GRADUATES BY HIRING SOURCE FY 1979 THROUGH FY 1982

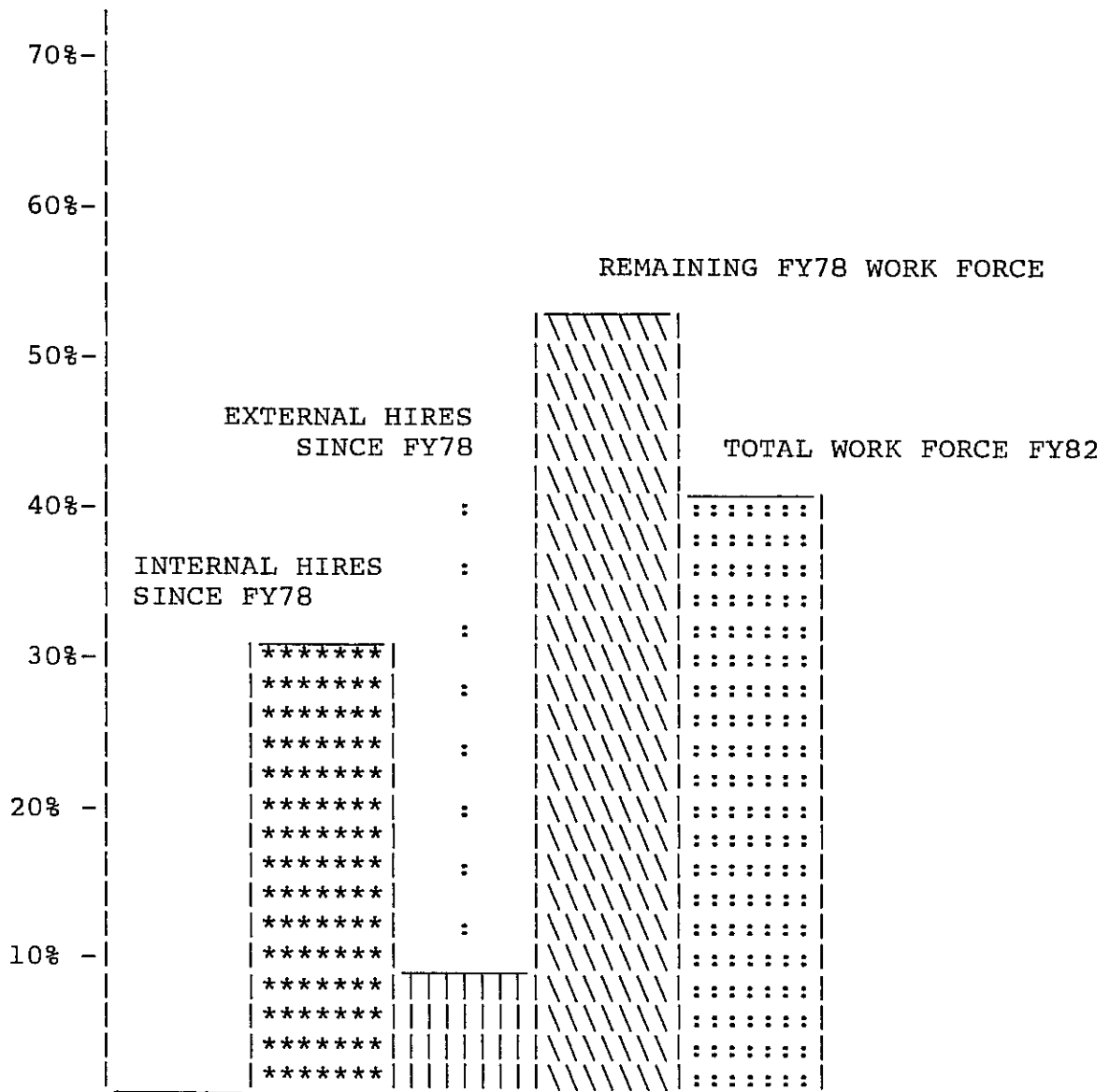


Percentage Of College Graduates By Hiring Source

Note: For example, 66% of the external hires graduated from a college or university, compared with 43% of the total work force.

CONTRACTS AND PROCUREMENT SPECIALISTS (GS-1102)

ELIGIBLE TO RETIRE ON OR BEFORE FY1992



Persons Eligible To Retire On Or Before FY 1992; By Hiring Source

Note: For example, 30% (approx.) of the internal hires will be eligible to retire on or before FY 1992.

PURCHASING (GS 1105)

FIVE YEAR PROFILE (1978-1982)

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Number Employed*	4198	4306	4598	4690	5023
Average Grade	5.7	5.7	5.7	5.7	5.8
Average Age	43.2	42.9	42.1	42.0	41.7
Eligible to Retire**	25%	24%	21%	20%	17%
College Graduates	5%	5%	5%	5%	6%

*At end of Fiscal Year.

**Both eligible for regular and for early out.

TURNOVER DURING THE FISCAL YEAR

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Beginning Strength*	4150	4198	4306	4598	4690
Losses**	952 23%	953 23%	1128 26%	1221 27%	1138 24%
Hires**	1000 24%	1061 25%	1420 33%	1313 29%	1471 31%
Net Change**	48 +1%	108 +3%	292 +7%	92 +2%	333 +7%
End Strength	4198	4306	4598	4690	5023
Ratio Internal To External Hires	4.5:1	4.4:1	3.3:1	3.2:1	3.2:1
Avg. Age Hires	38.0	37.6	38.5	37.5	37.8
Percent Hires Who are College Graduates	5%	7%	8%	7%	8%

*Of the Fiscal Year.

**Percentage of Beginning Strength.

PROCUREMENT CLERICAL AND ASSISTANT (GS 1106)

FIVE YEAR PROFILE (1978-1982)

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Number Employed*	7066	7378	7673	8128	8672
Average Grade	4.7	4.7	4.7	4.7	4.8
Average Age	40.2	39.9	39.1	38.9	38.8
Eligible to Retire**	18%	18%	16%	15%	14%
College Graduates	3%	3%	3%	4%	4%

*At end of Fiscal Year.

**Both eligible for regular and for early out.

TURNOVER DURING THE FISCAL YEAR

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Beginning Strength*	6791	7066	7378	7673	8128
Losses**	1906 28%	1977 28%	2310 31%	2327 30%	2303 28%
Hires**	2181 32%	2289 32%	2605 35%	2782 36%	2847 35%
Net Change**	275 +4%	312 +4%	295 +4%	455 +6%	544 +7%
End Strength	7066	7378	7673	8128	8672
Ratio Internal To External Hires	1.5:1	1.2:1	1.2:1	0.9:1	1.1:1
Avg. Age Hires	34.8	34.5	34.2	34.3	35.2
Percent Hires Who are College Graduates	5%	5%	5%	5%	6%

*Of the Fiscal Year.

**Percentage of Beginning Strength.

INDUSTRIAL SPECIALIST (GS 1150)

FIVE YEAR PROFILE (1978-1982)

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Number Employed*	2624	2639	2589	2696	2761
Average Grade	11.4	11.1	11.1	11.1	11.0
Average Age	50.0	48.9	47.8	47.9	47.5
Eligible to Retire**	54%	52%	48%	47%	45%
College Graduates	21%	20%	21%	23%	25%

*At end of Fiscal Year.

**Both eligible for regular and for early out.

TURNOVER DURING THE FISCAL YEAR

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Beginning Strength*	2640	2624	2639	2589	2696
Losses**	430 16%	440 17%	572 22%	440 17%	437 16%
Hires**	414 16%	455 17%	522 20%	547 21%	502 19%
Net Change**	-16 -1%	15 +1%	-50 -2%	107 +4%	65 +2%
End Strength	2624	2639	2589	2696	2761
Ratio Internal To External Hires	5.0:1	2.6:1	2.8:1	2.5:1	2.0:1
Avg. Age Hires	44.9	41.4	42.4	42.3	41.3
Percent Hires Who are College Graduates	22%	23%	24%	26%	28%

*Of the Fiscal Year.

**Percentage of Beginning Strength.

GENERAL BUSINESS & INDUSTRY (GS 1101)

FIVE YEAR PROFILE (1978-1982)

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Number Employed*	6773	7143	8101	9729	11248
Average Grade	10.6	10.5	10.1	9.4	9.1
Average Age	45.4	45.1	44.1	44.5	44.1
Eligible to Retire**	32%	30%	27%	26%	25%
College Graduates	34%	34%	33%	31%	29%

*At end of Fiscal Year.

**Both eligible for regular and for early out.

TURNOVER DURING THE FISCAL YEAR

	<u>1978</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Beginning Strength*	6397	6773	7143	8101	9729
Losses**	1206 19%	1331 20%	1571 22%	1600 20%	1822 19%
Hires**	1582 25%	1701 25%	2529 35%	3228 40%	3341 34%
Net Change**	376 +6%	370 +6%	958 +13%	1628 +20%	1519 +16%
End Strength	6773	7143	8101	9729	11248
Ratio Internal To External Hires	3.3:1	3.1:1	3.0:1	4.7:1	3.5:1
Avg. Age Hires	41.0	40.7	40.5	42.2	40.7
Percent Hires Who are College Graduates	37%	30%	30%	20%	24%

*Of the Fiscal Year.

**Percentage of Beginning Strength.

STATISTICS ON FEDERAL
CONTRACTS AND PROCUREMENT SPECIALISTS (GS-1102)

CONTRACT AND PROCUREMENT SERIES (GS-1102)

WORKLOAD VS. WORK FORCE

	<u>FY79</u>	<u>FY80</u>	<u>FY81</u>	<u>FY82</u>
Actions Over \$10,000*	389.3	433.8	500.0	555.8
Increase In Actions Since FY 1979	--	11%	28%	43%
Total Outlays On Actions Over \$10,000**	\$84.6	\$99.7	\$123.4	\$146.9
Increase In Outlays Since FY 1979	--	18%	46%	74%
Total Outlays On Actions Over \$10,000--In Con- stant (1979) Dollars***	\$84.6	\$87.7	\$100.0	\$114.5
Increase In Outlays Since FY 1979--In Constant Dollars	--	4%	18%	35%
GS-1102 Work Force	18608	19428	21022	22165
Increase In GS-1102 Work Force Since FY 1979	--	4%	13%	19%

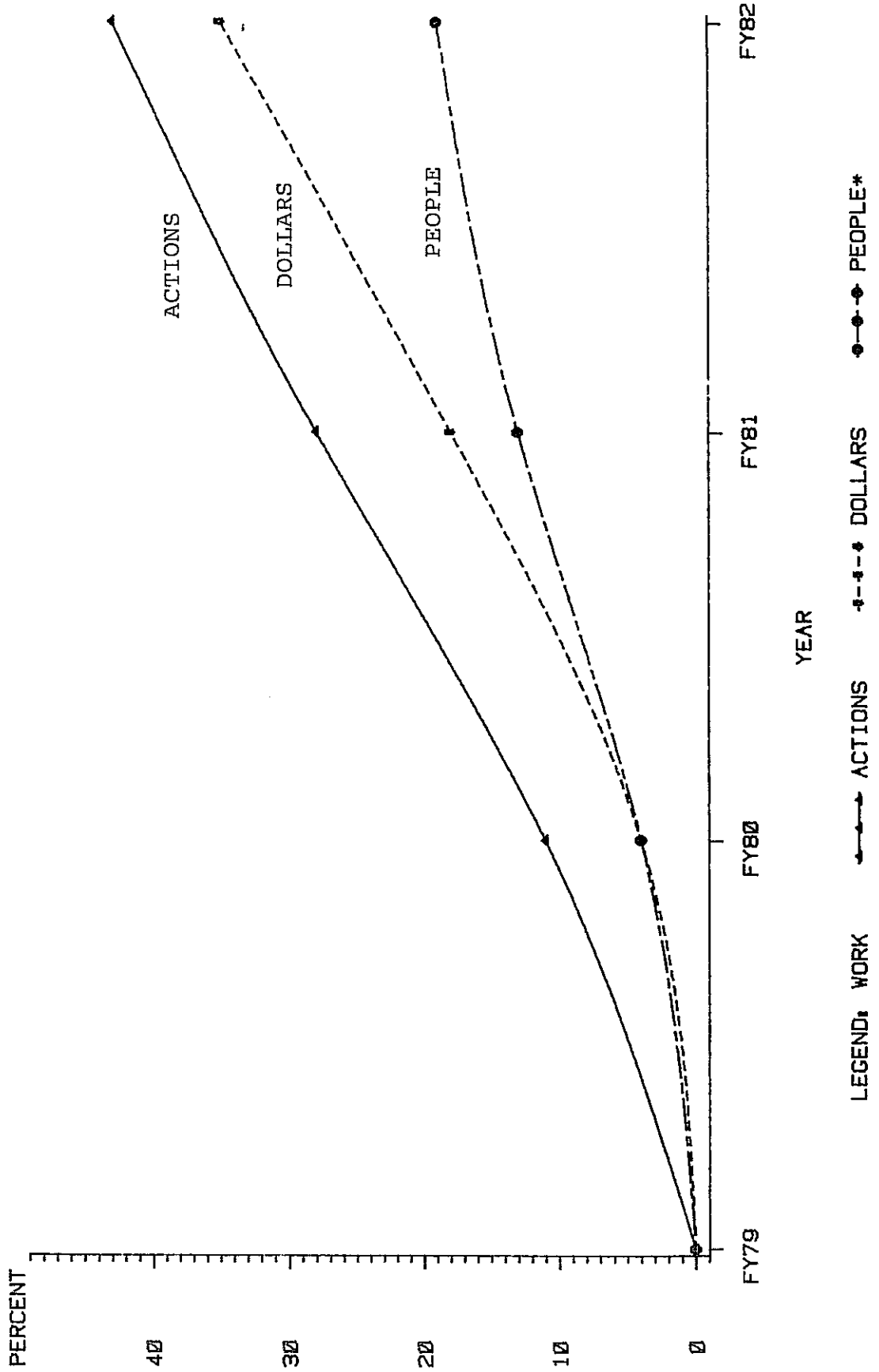
*In thousands. Source: Federal Procurement Data System.

**In billions. Source: Federal Procurement Data System.

***Deflated by Finished Goods Index, Producer Price Indices.

THE PROFESSIONAL WORK FORCE HAS GROWN...
 AT HALF THE RATE OF GROWTH IN THE
 PROFESSIONAL WORKLOAD

(PERCENTAGE CHANGE SINCE FY 1979)



* Actions over \$10,000, aggregate dollar expenditures on actions over \$10,000 (constant 1979 dollars), Contracts and Procurement Specialists

CONTRACTS AND PROCUREMENT (GS 1102)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Trea</u>	<u>Army</u>	<u>Navy</u>	<u>AF</u>	<u>Other DOD</u>	<u>Just</u>
GS-1						
GS-2			1			
GS-3			20			
GS-4		2	4		4	
GS-5	3	318	134	218	229	7
GS-6		1	2			9
GS-7	14	435	352	472	521	13
GS-8	1	17	2	5		1
GS-9	30	993	508	1051	705	46
GS-10	2	13	4	5		4
GS-11	22	1151	682 <i>Median</i>	817 <i>Male</i>	1024	14
GS-12	20	1229	733 <i>Male</i>	1281	988	21
GS-13	16	463	313	525	298	14
GS-14	7	173	183	218	79	11
GS-15	3	50	55 <i>2.5</i>	61	38 <i>40</i> 72	2
Other		12	19 <i>2.5</i>	10	10 <i>10</i> 17	
<u>Total</u>	<u>118</u>	<u>4857</u>	<u>3012</u>	<u>4663</u>	<u>3896</u>	<u>142</u>

Avg. Grade 10.5 10.4 10.6 *Mean* 10.6 10.2 10.0

2987

39734

	<u>Int</u>	<u>Agri</u>	<u>Comm</u>	<u>Lab</u>	<u>HHS</u>	<u>HUD</u>
GS-1						
GS-2						
GS-3						
GS-4	2					
GS-5	8	6	4		9	1
GS-6	1				2	
GS-7	40	54	6	2	51	3
GS-8				1		
GS-9	104	145	20	4	91	7
GS-10	1					
GS-11	125	224	30	12	82	20
GS-12	110	125	20	21	146	23
GS-13	82	53	16	14	134	18
GS-14	34	19	10	5	50	5
GS-15	8	1	4	1	10	4
Other	1		1			
<u>Total</u>	<u>516</u>	<u>627</u>	<u>111</u>	<u>60</u>	<u>575</u>	<u>81</u>
Avg. Grade	10.9	10.6	11.1	11.8	11.3	11.7

CONTRACTS AND PROCUREMENT (GS 1102)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Tran</u>	<u>Ener</u>	<u>GSA</u>	<u>NASA</u>	<u>VA</u>	<u>EPA</u>
GS-1						
GS-2						
GS-3	1					
GS-4		1				
GS-5	11	2	10 1.1	13	12	1
GS-6				1	4	
GS-7	35	18	48 5.3	50	73	6
GS-8					11	
GS-9	76	41	126 14.1	90	123	9
GS-10	1				31	
GS-11	91	54	194 21.7	128	74	8
GS-12	92	94	261 29.2	177	26	23
GS-13	103	125	150 16.8	133	2	28
GS-14	34	83	72 7.1	84	11	24
GS-15	17	53	28 3.1	37	1	4
Other	5	12	5 .56	3 .36	3	
<u>Total</u>	<u>466</u>	<u>483</u>	<u>894</u>	<u>716</u>	<u>371</u>	<u>103</u>
Avg. Grade	11.2	12.3	11.4	11.5	9.3	12.2

	<u>SBA</u>	<u>Educ</u>	<u>All</u>	
GS-1			6	
GS-2			6	
GS-3			26	
GS-4			15	
GS-5	2		989 90 1.75	
GS-6			21	
GS-7	3	4	2210 430 7.5	
GS-8			39 15	Civil
GS-9	3	10	4225 966 16.9	
GS-10			61 39	
GS-11	4	5	4813 1139 19.8	+
GS-12	37	17	5505 1274 20.2	+
GS-13	59	14	2612 1013 17.7	
GS-14	12	3	1150 427 8.6	
GS-15	1		16 398 19.1 3.7	
Other			4 89 38 .36	
<u>Total</u>	<u>121</u>	<u>53</u>	<u>22165</u> 5737	
Avg. Grade	12.4	11.3	10.6	

CONTRACTS AND PROCUREMENT (GS-1102)

METROPOLITAN AREAS EMPLOYING MORE THAN 100 MEMBERS

<u>Metro. Area</u>	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Washington D.C.	2302	1723	4025
Philadelphia, PA	72	1066	1138
Dayton, OH	5	971	976
Huntsville, AL	126	598	724
Los Angeles, CA	50	553	603
Long Branch, NJ	1	588	589
St. Louis, MO	9	569	578
Detroit, MI	10	562	572
San Antonio, TX	5	469	474
Davenport, IL	1	436	437
Boston, MA	66	368	434
Columbus, OH	8	407	415
Salt Lake City, UT	34	345	379
San Francisco, CA	149	198	347
Oklahoma City, OK	63	272	335
Baltimore, MD	107	220	327
Sacramento, CA	22	304	326
Macon, GA	2	302	304
Richmond, VA	9	268	277
Chicago, IL	163	112	275
New York, NY	151	124	275
Denver, CO	181	80	261
Dallas, TX	83	171	254
Newark, NJ	7	216	223
Seattle, WA	78	140	218
Harrisburg, PA	2	195	197
Newport News, VA	71	126	197
Atlanta, GA	105	87	192
San Diego, CA	6	177	183
Albuquerque, NM	71	89	160
San Jose, CA	50	108	158
Riverside, CA	3	150	153
Cleveland, OH	63	78	141
Nassau, NY	12	125	137
Norfolk, VA	7	129	136
Melbourne, TX	83	51	134
Houston, TX	125	5	130
Honolulu, HA	6	107	113
Portland, OR	94	17	111
Bakersfield, CA	18	91	109
Charleston, SC	2	99	101
Anaheim, CA	5	95	100

CONTRACTS AND PROCUREMENT (GS 1102)

COLLEGE GRADUATES BY AGENCY AND GRADE TYPE*

	<u>Lower Level</u>	<u>Mid Level</u>	<u>Upper Level</u>	<u>All</u>
Treasury	22%	26%	42%	29%
Army	40%	38%	52%	40%
Navy	26%	20%	50%	26%
Air Force	33%	46%	78%	49%
Other Defense	35%	47%	65%	47%
Justice	37%	21%	52%	30%
Interior	14%	29%	70%	38%
Agriculture	28%	41%	63%	42%
Commerce	20%	27%	67%	38%
Labor		46%	25%	37%
Health & Human Services	18%	34%	64%	43%
Housing & Urban Dev.		24%	70%	38%
Transportation	11%	22%	42%	28%
Energy	38%	49%	77%	65%
General Services Admin.	14%	28%	59%	36%
National Aeronautics & Space Admin.	52%	61%	78%	66%
Veterans Admin.	18%	19%	64%	20%
Environmental Protection Agency	43%	45%	79%	63%
Small Business Admin.	20%	23%	38%	31%
Education	25%	41%	24%	34%

*Lower Level: GS 1-8; Mid Level: GS 9-12;
Upper Level: GS 13+

CONTRACTS AND PROCUREMENT (GS 1102)

RETIREMENT ELIGIBILITY BY AGENCY*

	<u>Eligible In FY 1982</u>	<u>Eligible In FY 1987</u>	<u>Eligible In FY 1992</u>
Army	30% (12%)	43% (26%)	57% (40%)
Navy	26% (8%)	39% (22%)	53% (35%)
Air Force	31% (10%)	47% (26%)	64% (42%)
Other Defense	34% (13%)	50% (31%)	64% (47%)
Defense Subtotal	30% (11%)	45% (26%)	60% (41%)
Treasury	19% (6%)	33% (14%)	59% (25%)
Justice	15% (2%)	29% (9%)	49% (25%)
Interior	26% (5%)	44% (18%)	64% (38%)
Agriculture	26% (5%)	46% (19%)	67% (37%)
Commerce	32% (5%)	44% (21%)	67% (39%)
Labor	37% (17%)	50% (28%)	65% (45%)
Health & Human Services	20% (5%)	38% (17%)	59% (30%)
Housing & Urban Dev.	32% (14%)	47% (25%)	64% (48%)
Transportation	35% (12%)	52% (29%)	73% (47%)
Energy	20% (6%)	37% (14%)	57% (30%)
General Services Admin.	27% (10%)	44% (23%)	64% (37%)
National Aeronautics & Space Admin.	36% (12%)	52% (26%)	64% (45%)
Veterans Admin.	20% (7%)	33% (19%)	54% (29%)
Environmental Pro- tection Agency	18% (6%)	33% (15%)	54% (29%)
Small Business Admin.	54% (17%)	67% (41%)	78% (65%)
Education	17% (2%)	32% (11%)	55% (17%)
Non-Defense Subtotal	27% (8%)	44% (20%)	63% (37%)
Total	30% (10%)	45% (25%)	61% (40%)

*Both for early out (in the event of a Reduction In Force) and for regular retirement. The percentage eligible for regular retirement appears in parenthesis.

CONTRACTS AND PROCUREMENT (GS 1102)

HISTORIC LOSS RATES (1979-1982)

	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Strength At The Fiscal Year's Beginning	17967	18608	19428	21022
Losses of Employees Eligible to Retire	589	744	551	529
Loss Rate--Employees Eligible to Retire*	25%	32%	26%	24%
Losses of Employees Not Eligible To Retire	1139	1295	1198	1395
Loss Rate--Employees Not Eligible To Retire**	7%	8%	7%	7%
Gross Loss	1728	2039	1749	1924
Overall Loss Rate	10%	11%	9%	9%
Losses To Other GS-1100 Series***	136	178	168	139

*Based on the formula $100 * (n/N)$, where N is the number eligible to retire at the Fiscal Year's beginning and n is the number of retirement eligibles who actually departed during the Fiscal Year. Figures only include those eligible for regular retirement; not early out.

**Based on the formula $100 * (x/X)$, where X is the number not eligible to retire at the Fiscal Year's beginning and x is the number of non-eligibles who actually departed during the Fiscal Year.

***GS-1100 series include the GS-1101, 1102, 1103, 1105, 1106, and 1150.

CONTRACTS AND PROCUREMENT (GS 1102)

STATISTICS ON PERSONNEL HIRED DURING THE PERIOD
FY 1979 THROUGH FY 1982*

	<u>Int. Hires</u>	<u>Ext. Hires</u>	<u>Other Hires</u>	<u>FY78 Base</u>	<u>Total</u>
Total**	6308	3203	142	12512	22165
Percent FY 1982 Work Force	29%	15% {44%}	<1%	56%	
College Graduates (Percentage)	26%	66% {40%}	43%	44%	42%
Eligible To Retire FY 1982***	5%	1%	11%	15%	10%
Eligible To Retire FY 1987***	16%	4%	20%	35%	25%
Eligible To Retire FY 1992***	30%	7%	26%	53%	40%

*Internal Hires--Federal employees who transferred to the GS-1102 series from positions in the GS-1101, GS-1103, GS-1105, GS-1106 and other such series.

External Hires--Off-the-street hires for GS-1102 positions.

Other Hires--Hiring source unspecified.

FY78 Base Population--Persons in the GS-1102 series on 9/30/1978.

**Note: The totals here for internal and external hires are less than the sum of the year by year hires. This is because some of the personnel hired during FY 1979, FY 1980, and FY 1981 left the series prior to FY 1982.

***Figures include only those persons eligible for regular retirement--not early out.

CONTRACTS AND PROCUREMENT (GS 1102)

ACADEMIC BACKGROUNDS OF PROCUREMENT PERSONNEL IN FY 1982

HIRED DURING THE PERIOD FY 1979 THROUGH FY 1982*

	<u>Int. Hires</u>	<u>Ext. Hires</u>	<u>Other Hires</u>	<u>FY78 Base</u>	<u>Total</u>
Business	873 14%	896 28%	33 23%	2964 24%	4766 22%
Engineering	45 <1%	11 <1%	1 <1%	118 <1%	175 <1%
Law	32 <1%	108 3%	6 4%	200 2%	346 2%
Physical Sciences	54 <1%	115 4%	1 <1%	169 1%	339 2%
Public Administration	44 <1%	73 2%	1 <1%	138 1%	256 1%
Other Fields	561 9%	873 27%	17 12%	1770 14%	3221 15%
Unspecified**	4699 75%	1127 35%	83 59%	7153 57%	13062 59%
Total	6308	3203	142	12512	22165

*Internal Hires--Federal employees who transferred to the GS-1102 series from positions in the GS-1101, GS-1103, GS-1105, GS-1106 and other such series.

External Hires--Off-the-street hires for GS-1102 positions.

Other Hires--Hiring source unspecified.

FY78 Base Population--Persons in the GS-1102 series on 9/30/1978.

**Persons who had not graduated from college as of 9/30/1982. These figures also include about 200 college graduates who did not specify their major.

CONTRACTS AND PROCUREMENT (GS 1102)

TRANSFERS FROM DEFENSE TO NON-DEFENSE AGENCIES FY79-82

	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Moved From One Non-Defense Agency To Another	85	249	89	39
Moved From One Defense Agency To Another	186	238	269	278
Moved From A Non-Defense Agency To A Defense Agency	26	46	90	133
Moved From A Defense Agency To A Non-Defense Agency	137	216	62	24

STATISTICS ON FEDERAL
PURCHASING AGENTS (GS-1105)

PURCHASING (GS 1105)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Trea</u>	<u>Army</u>	<u>Navy</u>	<u>AF</u>	<u>Other DOD</u>	<u>Just</u>
GS-1						
GS-2			1			
GS-3		4	1			
GS-4	3	72	133	18	1	
GS-5	48	470	439	199	40	5
GS-6	26	231	375	154	31	4
GS-7	28	205	252	102	17	13
GS-8	2	18	37			5
GS-9	2	18	31	6	3	10
GS-10		4	5			
GS-11	1	4	2			
GS-12		1	1			
GS-13						
GS-14						
GS-15						
Other		4	3	1		
<u>Total</u>	<u>110</u>	<u>1031</u>	<u>1280</u>	<u>480</u>	<u>92</u>	<u>37</u>
Avg. Grade	5.9	5.7	5.8	5.8	5.8	7.3

	<u>Int</u>	<u>Agri</u>	<u>Comm</u>	<u>Lab</u>	<u>HHS</u>	<u>HUD</u>
GS-1						
GS-2						
GS-3	1					
GS-4	14	100	1	3	4	3
GS-5	78	203	22	8	39	2
GS-6	65	97	12	9	40	
GS-7	37	46	6	2	30	2
GS-8	6	7	2		1	
GS-9	5	3	1			
GS-10			1		1	
GS-11				1		
GS-12					1	
GS-13						
GS-14						
GS-15						
Other	5					
<u>Total</u>	<u>211</u>	<u>456</u>	<u>45</u>	<u>23</u>	<u>116</u>	<u>7</u>
Avg. Grade	5.8	5.3	5.8	5.7	6.0	5.1

PURCHASING (GS 1105)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Tran</u>	<u>Ener</u>	<u>GSA</u>	<u>NASA</u>	<u>VA</u>	<u>EPA</u>
GS-1						
GS-2						
GS-3						
GS-4	2	2	13		76	
GS-5	27	8	44	6	331	5
GS-6	27	9	22	6	203	10
GS-7	35	11	17	13	136	8
GS-8	4	5			6	
GS-9		1	5	4	18	4
GS-10					3	
GS-11					2	
GS-12						
GS-13						
GS-14						
GS-15						
Other					1	
<u>Total</u>	<u>95</u>	<u>36</u>	<u>101</u>	<u>29</u>	<u>776</u>	<u>27</u>
Avg. Grade	6.1	6.3	5.6	6.7	5.7	6.6

	<u>SBA</u>	<u>Educ</u>	<u>All</u>
GS-1			
GS-2			1
GS-3			6
GS-4			448
GS-5	1		1994
GS-6			1339
GS-7		1	977
GS-8			98
GS-9			116
GS-10			14
GS-11			11
GS-12			3
GS-13			
GS-14			
GS-15			
Other			16
<u>Total</u>	<u>1</u>	<u>1</u>	<u>5023</u>
Avg. Grade	5.0	7.0	5.8

PURCHASING (GS-1105)

METROPOLITAN AREAS EMPLOYING MORE THAN 100 MEMBERS

<u>Metro. Area</u>	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Washington D.C.	241	183	424
San Francisco, CA	60	113	173
Norfolk, VA	4	136	140
San Diego, CA	9	129	138
Philadelphia, PA	28	96	124

PURCHASING (GS 1105)

RETIREMENT ELIGIBILITY BY AGENCY*

	<u>Eligible In FY 1982</u>	<u>Eligible In FY 1987</u>	<u>Eligible In FY 1992</u>
Army	18% (8%)	29% (19%)	45% (31%)
Navy	22% (9%)	35% (23%)	52% (36%)
Air Force	15% (5%)	31% (16%)	47% (29%)
Other Defense	18% (8%)	26% (19%)	39% (26%)
 Defense Subtotal	 19% (8%)	 32% (20%)	 48% (32%)
Treasury	18% (8%)	30% (21%)	43% (35%)
Justice	11% (5%)	24% (14%)	38% (30%)
Interior	8% (3%)	22% (11%)	38% (24%)
Agriculture	14% (6%)	26% (15%)	41% (27%)
Commerce	16% (0%)	24% (13%)	47% (29%)
Labor	22% (13%)	35% (30%)	54% (35%)
Health & Human Services	16% (8%)	27% (17%)	45% (27%)
Housing & Urban Dev.	29% (29%)	29% (29%)	29% (29%)
Transportation	18% (7%)	30% (17%)	47% (28%)
Energy	14% (11%)	33% (22%)	44% (31%)
General Services Admin.	14% (7%)	24% (16%)	40% (25%)
National Aeronautics & Space Admin.	31% (7%)	52% (35%)	65% (45%)
Veterans Admin.	14% (7%)	26% (17%)	44% (27%)
Environmental Pro- tection Agency	15% (7%)	44% (22%)	59% (33%)
 Non-Defense Subtotal	 14% (6%)	 27% (16%)	 44% (27%)
 Total	 17% (7%)	 30% (19%)	 46% (30%)

*Both for early out (in the event of a Reduction In Force) and for regular retirement. The percentage eligible for regular retirement appears in parenthesis.

PURCHASING (GS 1105)

HISTORIC LOSS RATES (1979-1982)

	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Strength At The Fiscal Year's Beginning	4198	4306	4598	4690
Losses of Employees Eligible to Retire	91	124	108	112
Loss Rate--Employees Eligible to Retire*	25%	34%	30%	32%
Losses of Employees Not Eligible To Retire	862	1004	1113	1026
Loss Rate--Employees Not Eligible To Retire**	23%	26%	26%	24%
Gross Loss	953	1128	1221	1138
Overall Loss Rate	23%	26%	27%	24%
Losses To Other GS-1100 Series***	379	471	515	438

*Based on the formula $100 * (n/N)$, where N is the number eligible to retire at the Fiscal Year's beginning and n is the number of retirement eligibles who actually departed during the Fiscal Year. Figures only include those eligible for regular retirement; not early out.

**Based on the formula $100 * (x/X)$, where X is the number not eligible to retire at the Fiscal Year's beginning and x is the number of non-eligibles who actually departed during the Fiscal Year.

***GS-1100 series include the GS-1101, 1102, 1103, 1105, 1106, and 1150.

PURCHASING (GS 1105)

STATISTICS ON PERSONNEL HIRED DURING THE PERIOD
FY 1979 THROUGH FY 1982*

	<u>Int. Hires</u>	<u>Ext. Hires</u>	<u>Other Hires</u>	<u>FY78 Base</u>	<u>Total</u>
Total**	2417	973	120	1513	5023
Percent FY 1982 Work Force	48%	19%	2%	30%	{ 67% }
College Graduates (Percentage)	5%	13%	5%	3%	{ 7% }

*Internal Hires--Federal employees who transferred to the GS-1105 series from positions in the GS-1101, GS-1102, GS-1103, GS-1106 and other such series.

External Hires--Off-the-street hires for GS-1105 positions.

Other Hires--Hiring source unspecified.

FY78 Base Population--Persons in the GS-1105 series on 9/30/1978.

**Note: The totals here for internal and external hires are less than the sum of the year by year hires. This is because some of the personnel hired during FY 1979, FY 1980 and FY 1981 left the series prior to FY 1982.

STATISTICS ON FEDERAL
PROCUREMENT CLERICAL PERSONNEL AND ASSISTANTS (GS-1106)

PROCUREMENT CLERICAL AND ASSISTANT (GS 1106)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Trea</u>	<u>Army</u>	<u>Navy</u>	<u>AF</u>	<u>Other DOD</u>	<u>Just</u>
GS-1		1	1			
GS-2		6		6	5	
GS-3	4	195	128	98	224	
GS-4	12	904	498	605	682	
GS-5	19	430	374	905	911	2
GS-6	5	148	142	232	142	1
GS-7	6	136	135	125	87	2
GS-8	1	7	14	6	10	1
GS-9		20	11	8	7	
GS-10			2		2	
GS-11		1			1	
GS-12			2			
GS-13						
GS-14						
GS-15						
Other		11		2		
<u>Total</u>	<u>47</u>	<u>1859</u>	<u>1307</u>	<u>1987</u>	<u>2071</u>	<u>6</u>
Avg. Grade	5.0	4.6	4.8	4.9	4.6	6.3
	<u>Int</u>	<u>Agri</u>	<u>Comm</u>	<u>Lab</u>	<u>HHS</u>	<u>HUD</u>
GS-1						
GS-2						
GS-3	1	27		1		1
GS-4	14	106	9	2	13	4
GS-5	78	88	8	9	49	6
GS-6	65	42		1	60	5
GS-7	37	28	1	3	20	1
GS-8	6			1		
GS-9	5			1		
GS-10						
GS-11				1		
GS-12					1	
GS-13						
GS-14						
GS-15						
Other	5	1				
<u>Total</u>	<u>211</u>	<u>292</u>	<u>18</u>	<u>19</u>	<u>143</u>	<u>17</u>
Avg. Grade	4.9	4.8	4.6	5.8	5.7	5.1

PROCUREMENT CLERICAL AND ASSISTANT (GS 1106)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Tran</u>	<u>Ener</u>	<u>GSA</u>	<u>NASA</u>	<u>VA</u>	<u>EPA</u>
GS-1						
GS-2						
GS-3	5	1	2	13	9	
GS-4	23	9	45	44	63	
GS-5	52	30	90	55	42	6
GS-6	13	14	27	15	11	1
GS-7	8	7	26	11	5	4
GS-8			1	1		
GS-9			8			
GS-10						
GS-11			2			
GS-12						
GS-13						
GS-14						
GS-15						
Other	3		1		1	
<u>Total</u>	<u>104</u>	<u>61</u>	<u>202</u>	<u>139</u>	<u>131</u>	<u>11</u>
Avg. Grade	5.0	5.3	5.4	4.8	4.5	5.8

	<u>SBA</u>	<u>Educ</u>	<u>All</u>
GS-1			2
GS-2			17
GS-3			721
GS-4	1		3077
GS-5	8	2	3160
GS-6	9	7	904
GS-7	8		642
GS-8			50
GS-9			58
GS-10			4
GS-11			6
GS-12			3
GS-13			
GS-14			
GS-15			
Other			28
<u>Total</u>	<u>26</u>	<u>9</u>	<u>8672</u>
Avg. Grade	5.9	5.8	4.8

PROCUREMENT CLERICAL AND ASSISTANT (GS-1106)

METROPOLITAN AREAS EMPLOYING MORE THAN 100 MEMBERS

<u>Metro. Area</u>	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Washington D.C.	331	406	737
Philadelphia, PA	16	584	600
Dayton, OH	1	349	350
Los Angeles, CA	15	316	331
San Antonio, TX	2	249	251
St. Louis, MO	5	222	227
Long Branch, NJ	0	221	221
Columbus, OH	3	215	218
Boston, MA	20	190	210
Oklahoma City, OK	9	195	204
Salt Lake City, UT	8	194	202
Detroit, MI	6	170	176
San Francisco, CA	36	136	172
Richmond, VA	12	155	167
Huntsville, AL	34	130	164
Davenport, IL	0	161	161
Sacramento, CA	9	149	158
Macon, GA	0	147	147
Baltimore, MD	21	106	127
San Diego, CA	9	115	124
Atlanta, GA	56	65	121
Dallas, TX	33	79	112
Harrisburg, PA	1	101	102

PROCUREMENT CLERICAL AND ASSISTANT (GS 1106)

RETIREMENT ELIGIBILITY BY AGENCY*

	<u>Eligible In FY 1982</u>	<u>Eligible In FY 1987</u>	<u>Eligible In FY 1992</u>
Army	11% (6%)	20% (14%)	31% (22%)
Navy	15% (8%)	24% (18%)	35% (25%)
Air Force	15% (6%)	24% (15%)	37% (24%)
Other Defense	17% (10%)	27% (20%)	37% (29%)
Defense Subtotal	15% (7%)	24% (17%)	35% (25%)
Treasury	15% (11%)	23% (17%)	40% (30%)
Justice	17% (0%)	17% (0%)	50% (33%)
Interior	6% (3%)	16% (9%)	30% (16%)
Agriculture	7% (2%)	17% (10%)	30% (21%)
Commerce	6% (0%)	28% (17%)	44% (33%)
Labor	5% (5%)	10% (5%)	47% (16%)
Health & Human Services	8% (6%)	17% (10%)	29% (17%)
Housing & Urban Dev.	0% (0%)	29% (12%)	53% (41%)
Transportation	11% (5%)	21% (15%)	27% (19%)
Energy	10% (5%)	26% (16%)	46% (25%)
General Services Admin.	19% (11%)	29% (21%)	46% (30%)
National Aeronautics & Space Admin.	16% (5%)	33% (15%)	50% (28%)
Veterans Admin.	7% (3%)	13% (8%)	26% (17%)
Environmental Pro- tection Agency	9% (0%)	18% (18%)	36% (18%)
Small Business Admin.	15% (15%)	19% (15%)	35% (19%)
Education	0% (0%)	0% (0%)	23% (0%)
Non-Defense Subtotal	11% (5%)	21% (13%)	35% (22%)
Total	14% (7%)	23% (16%)	35% (25%)

*Both for early out (in the event of a Reduction In Force) and for regular retirement. The percentage eligible for regular retirement appears in parenthesis.

PROCUREMENT CLERICAL AND ASSISTANT (GS 1106)

HISTORIC LOSS RATES (1979-1982)

	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Strength At The Fiscal Year's Beginning	7066	7378	7673	8128
Losses of Employees Eligible to Retire	130	179	124	155
Loss Rate--Employees Eligible to Retire*	26%	34%	24%	27%
Losses of Employees Not Eligible To Retire	1847	2131	2203	2148
Loss Rate--Employees Not Eligible To Retire**	28%	31%	31%	28%
Gross Loss	1977	2310	2327	2303
Overall Loss Rate	28%	31%	30%	28%
Losses To Other GS-1100 Series***	707	852	878	726

*Based on the formula $100 * (n/N)$, where N is the number eligible to retire at the Fiscal Year's beginning and n is the number of retirement eligibles who actually departed during the Fiscal Year. Figures only include those eligible for regular retirement; not early out.

**Based on the formula $100 * (x/X)$, where X is the number not eligible to retire at the Fiscal Year's beginning and x is the number of non-eligibles who actually departed during the Fiscal Year.

***GS-1100 series include the GS-1101, 1102, 1103, 1105, 1106, and 1150.

PROCUREMENT CLERICAL AND ASSISTANT (GS 1106)

STATISTICS ON PERSONNEL HIRED DURING THE PERIOD
FY 1979 THROUGH FY 1982*

	<u>Int. Hires</u>	<u>Ext. Hires</u>	<u>Other Hires</u>	<u>FY78 Base</u>	<u>Total</u>
Total**	3132	3072	288	2180	8672
Percent FY 1982 Work Force	36%	35%	3%	25%	{ 71% }
College Graduates (Percentage)	3%	7%	9%	2%	4%

*Internal Hires--Federal employees who transferred to the GS-1106 series from positions in the GS-1101, GS-1102, GS-1103, GS-1105 and other such series.

External Hires--Off-the-street hires for GS-1106 positions.

Other Hires--Hiring source unspecified.

FY78 Base Population--Persons in the GS-1106 series on 9/30/1978.

**Note: The totals here for internal and external hires are less than the sum of the year by year hires. This is because some of the personnel hired during FY 1979, FY 1980 and FY 1981 left the series prior to FY 1982.

STATISTICS ON FEDERAL
INDUSTRIAL SPECIALISTS (GS-1150)

INDUSTRIAL SPECIALIST (GS 1150)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Trea</u>	<u>Army</u>	<u>Navy</u>	<u>AF</u>	<u>Other DOD</u>	<u>Just</u>
GS-1			56			
GS-2			2			
GS-3				1		
GS-4		8	10	5	38	
GS-5			1			
GS-6		13	19	16	42	
GS-7						
GS-8		64	34	30	167	
GS-9		2	1			
GS-10		167	169	92	536	2
GS-11	1	174	267	80	182	5
GS-12		54	74	27	45	5
GS-13		20	24	13	17	1
GS-14		3	6	1	11	1
GS-15		3		1	5	
Other						

<u>Total</u>	<u>1</u>	<u>508</u>	<u>663</u>	<u>266</u>	<u>1043</u>	<u>14</u>
Avg. Grade	12.0	11.2	10.6	11.1	10.7	12.6

	<u>Int</u>	<u>Agri</u>	<u>Comm</u>	<u>Lab</u>	<u>HHS</u>	<u>HUD</u>
GS-1						
GS-2						
GS-3						
GS-4					1	
GS-5						
GS-6			1			
GS-7						
GS-8		1	3			
GS-9						
GS-10		15	2			
GS-11		16	4			
GS-12		12	12			
GS-13		4	6			
GS-14		1	5			
GS-15			2			
Other						
<u>Total</u>		<u>49</u>	<u>35</u>		<u>1</u>	
Avg. Grade		12.1	12.7		5.0	

INDUSTRIAL SPECIALIST (GS 1150)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Tran</u>	<u>Ener</u>	<u>GSA</u>	<u>NASA</u>	<u>VA</u>	<u>EPA</u>
GS-1						
GS-2						
GS-3						
GS-4						
GS-5						
GS-6						
GS-7		1	1			
GS-8						
GS-9						
GS-10		1				
GS-11	1	2		3		
GS-12	2	6		7		
GS-13	15	24				
GS-14	14	11		1		
GS-15	5	12				
Other						
<u>Total</u>	<u>37</u>	<u>57</u>	<u>1</u>	<u>11</u>		
Avg. Grade	13.5	13.3	7.0	11.9		

	<u>SBA</u>	<u>Educ</u>	<u>All</u>
GS-1			56
GS-2			
GS-3			2
GS-4			1
GS-5			62
GS-6			1
GS-7			93
GS-8			
GS-9	1		300
GS-10			4
GS-11			989
GS-12	7		751
GS-13	48		318
GS-14	7		119
GS-15	2		53
Other	1		12
<u>Total</u>	<u>66</u>		<u>2761</u>
Avg. Grade	13.0		11.0

INDUSTRIAL SPECIALISTS (GS-1150)

METROPOLITAN AREAS EMPLOYING MORE THAN 100 MEMBERS

<u>Metro. Area</u>	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Washington D.C.	131	295	426
Davenport, IL	0	171	171
Philadelphia, PA	7	130	137
Los Angeles	6	100	106
Detroit, MI	2	98	100

INDUSTRIAL SPECIALISTS (GS 1150)

COLLEGE GRADUATES BY AGENCY AND GRADE TYPE*

	<u>Lower Level</u>	<u>Mid Level</u>	<u>Upper Level</u>	<u>All</u>
Army	48%	17%	44%	22%
Navy	13%	9%	18%	11%
Air Force	27%	27%	66%	33%
Other Defense	46%	25%	60%	29%
Justice		14%	43%	29%
Agriculture		34%	24%	31%
Commerce		33%	74%	57%
Transportation			21%	19%
Energy		33%	75%	67%
National Aeronautics & Space Admin.		20%	100%	27%
Small Business Admin.		13%	40%	38%

*Lower Level: GS 1-8; Mid Level: GS 9-12;
Upper Level: GS 13+

INDUSTRIAL SPECIALISTS (GS 1150)

RETIREMENT ELIGIBILITY BY AGENCY*

	<u>Eligible In FY 1982</u>	<u>Eligible In FY 1987</u>	<u>Eligible In FY 1992</u>
Army	45% (17%)	64% (39%)	77% (58%)
Navy	36% (10%)	55% (30%)	73% (45%)
Air Force	50% (16%)	62% (41%)	76% (60%)
Other Defense	50% (22%)	66% (47%)	78% (66%)
Defense Subtotal	45% (17%)	62% (40%)	76% (58%)
Justice	21% (0%)	64% (21%)	64% (50%)
Agriculture	33% (12%)	49% (33%)	57% (49%)
Commerce	37% (23%)	66% (26%)	80% (57%)
Transportation	65% (11%)	84% (35%)	95% (76%)
Energy	35% (14%)	54% (37%)	81% (54%)
National Aeronautics & Space Admin.	91% (46%)	100% (64%)	100% (100%)
Small Business Admin.	54% (20%)	71% (50%)	83% (77%)
Non-Defense Subtotal	45% (16%)	65% (37%)	78% (63%)
Total	45% (17%)	62% (40%)	76% (59%)

*Both for early out (in the event of a Reduction In Force) and for regular retirement. The percentage eligible for regular retirement appears in parenthesis.

INDUSTRIAL SPECIALIST (GS 1150)

HISTORIC LOSS RATES (1979-1982)

	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Strength At The Fiscal Year's Beginning	2624	2639	2589	2696
Losses Of Employees Eligible to Retire	172	258	102	138
Loss Rate--Employees Eligible to Retire*	30%	45%	23%	28%
Losses of Employees Not Eligible To Retire	268	314	338	299
Loss Rate--Employees Not Eligible To Retire**	13%	15%	16%	14%
Gross Loss	440	572	440	437
Overall Loss Rate	17%	22%	17%	16%
Losses To Other GS-1100 Series***	48	58	90	62

*Based on the formula $100 * (n/N)$, where N is the number eligible to retire at the Fiscal Year's beginning and n is the number of retirement eligibles who actually departed during the Fiscal Year. Figures only include those eligible for regular retirement; not early out.

**Based on the formula $100 * (x/X)$, where X is the number not eligible to retire at the Fiscal Year's beginning and x is the number of non-eligibles who actually departed during the Fiscal Year.

***GS-1100 series include the GS-1101, 1102, 1103, 1105, 1106, and 1150.

INDUSTRIAL SPECIALIST (GS-1150)

STATISTICS ON PERSONNEL HIRED DURING THE PERIOD
FY 1979 THROUGH FY 1982*

	<u>Int. Hires</u>	<u>Ext. Hires</u>	<u>Other Hires</u>	<u>FY78 Base</u>	<u>Total</u>
Total**	1016	409	31	1305	2761
Percent FY 1982 Work Force	37%	15%	1%	47%	
		{52%}			
College Graduates (Percentage)	22%	39%	42%	23%	25%
		{27%}			

*Internal Hires--Federal employees who transferred to the GS-1150 series from positions in the GS-1101, GS-1103, GS-1105, GS-1106 and other such series.

External Hires--Off-the-street hires for GS-1150 positions.

Other Hires--Hiring source unspecified.

FY78 Base Population--Persons in the GS-1150 series on 9/30/1978.

**Note: The totals here for internal and external hires are less than the sum of the year by year hires. This is because some of the personnel hired during FY 1979, FY 1980 and FY 1981 left the series prior to FY 1982.

STATISTICS ON FEDERAL
GENERAL BUSINESS AND INDUSTRY PERSONNEL (GS-1101)

GENERAL BUSINESS & INDUSTRY (GS 1101)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Trea</u>	<u>Army</u>	<u>Navy</u>	<u>AF</u>	<u>Other DOD</u>	<u>Just</u>
GS-1				1		
GS-2						
GS-3		10	3	27		
GS-4		63	24	83	16	
GS-5	1	93	25	92	33	
GS-6		40	10	17	5	
GS-7	5	100	61	179	2	4
GS-8	1	28	12	75		
GS-9	1	112	82	438	8	4
GS-10		14	11	17		
GS-11	6	96	122	527	7	10
GS-12	7	73	79	244	28	23
GS-13	6	43	36	104	42	28
GS-14	9	54	16	49	33	8
GS-15	2	14	6	14	31	6
Other		15	3	10	5	1
<u>Total</u>	<u>38</u>	<u>755</u>	<u>490</u>	<u>1877</u>	<u>210</u>	<u>84</u>
Avg. Grade	11.6	8.8	9.7	9.6	10.9	12.1

	<u>Int</u>	<u>Agri</u>	<u>Comm</u>	<u>Lab</u>	<u>HHS</u>	<u>HUD</u>
GS-1	6		29			
GS-2	1		28			
GS-3	6	30	27			
GS-4	32	218	21			13
GS-5	61	1925	37		4	27
GS-6	9	156	40		3	23
GS-7	32	389	79	1	18	39
GS-8	1	10	1			3
GS-9	20	37	76		36	57
GS-10			2			1
GS-11	65	19	59	2	62	111
GS-12	62	7	74	7	120	229
GS-13	33	18	129	20	78	197
GS-14	28	5	68	12	32	184
GS-15	5	2	45	10	12	49
Other	4		50	1	1	1
<u>Total</u>	<u>365</u>	<u>2816</u>	<u>765</u>	<u>53</u>	<u>366</u>	<u>934</u>
Avg. Grade	9.1	5.4	9.5	13.3	11.7	11.8

GENERAL BUSINESS & INDUSTRY (GS 1101)

DISTRIBUTION BY AGENCY AND GRADE LEVEL

(As of 9/30/1982. Note: Average grade computation excludes employees in the Senior Executive Service and others whose grades are not specified.)

	<u>Tran</u>	<u>Ener</u>	<u>GSA</u>	<u>NASA</u>	<u>VA</u>	<u>EPA</u>
GS-1						
GS-2					12	
GS-3					4	
GS-4	1	1	4		8	
GS-5	2	1	19			
GS-6		9	6			
GS-7	4	17	21	1		
GS-8	2	2		2	1	
GS-9	5	8	15	3	4	1
GS-10	1	3	1		21	
GS-11	8	16	33	2	57	8
GS-12	8	24	53	7	67	4
GS-13	23	29	46	4	64	9
GS-14	13	53	20	1	59	8
GS-15	13	44	4	1	43	4
Other	5	8			21	
<u>Total</u>	<u>85</u>	<u>215</u>	<u>222</u>	<u>21</u>	<u>361</u>	<u>34</u>
Avg. Grade	12.2	12.3	10.7	11.3	12.1	12.8

	<u>SBA</u>	<u>Educ</u>	<u>All</u>
GS-1			36
GS-2	3		45
GS-3	2		110
GS-4	4		490
GS-5	25	5	2357
GS-6	50	8	385
GS-7	147	50	1192
GS-8	1		144
GS-9	20	40	1032
GS-10		4	86
GS-11	40	29	1365
GS-12	272	68	1564
GS-13	110	27	1148
GS-14	32	14	775
GS-15	25	2	375
Other		1	144
<u>Total</u>	<u>731</u>	<u>248</u>	<u>11248</u>
Avg. Grade	10.4	10.3	9.1

GENERAL BUSINESS AND INDUSTRY (GS-1101)

METROPOLITAN AREAS EMPLOYING MORE THAN 100 MEMBERS

<u>Metro. Area</u>	<u>Non-Defense Agencies</u>	<u>Defense Agencies</u>	<u>Total</u>
Washington D.C.	2058	204	2262
Sacramento, CA	25	275	300
Oklahoma City, OK	32	249	281
San Antonio, TX	20	260	280
Salt Lake City, UT	24	239	263
Macon, GA	3	230	233
San Francisco, CA	161	62	223
Philadelphia, PA	109	66	175
Atlanta, GA	142	19	161
Denver, CO	146	15	161
Chicago, IL	176	7	183
New York, NY	136	8	144
Los Angeles, CA	121	22	143
Dallas, TX	112	30	142
Boston, Ma	101	14	115
Kansas City, MO	99	6	105

GENERAL BUSINESS AND INDUSTRY (GS 1101)

COLLEGE GRADUATES BY AGENCY AND GRADE TYPE*

	<u>Lower Level</u>	<u>Mid Level</u>	<u>Upper Level</u>	<u>All</u>
Treasury	43%	50%	59%	53%
Army	10%	22%	50%	22%
Navy	10%	12%	33%	14%
Air Force	14%	20%	64%	22%
Other Defense	50%	63%	71%	64%
Justice	20%	24%	41%	32%
Interior	2%	44%	73%	32%
Agriculture	4%	21%	68%	5%
Commerce	48%	55%	76%	61%
Labor		100%	81%	83%
Health & Human Services	24%	34%	57%	41%
Housing & Urban Dev.	7%	38%	63%	46%
Transportation	11%	55%	80%	67%
Energy	13%	49%	84%	66%
General Services Admin.	8%	37%	60%	38%
National Aeronautics & Space Admin.		58%	100%	62%
Veterans Admin.	56%	24%	34%	32%
Environmental Protection Agency		46%	81%	68%
Small Business Admin.	7%	30%	64%	30%
Education	24%	36%	54%	36%

*Lower Level: GS 1-8; Mid Level: GS 9-12;
Upper Level: GS 13+

GENERAL BUSINESS AND INDUSTRY (GS 1101)

RETIREMENT ELIGIBILITY BY AGENCY*

	<u>Eligible In FY 1982</u>	<u>Eligible In FY 1987</u>	<u>Eligible In FY 1992</u>
Army	29% (11%)	44% (31%)	59% (46%)
Navy	25% (8%)	40% (24%)	58% (40%)
Air Force	34% (11%)	51% (30%)	70% (50%)
Other Defense	40% (13%)	58% (32%)	68% (58%)
Defense Subtotal	32% (11%)	48% (30%)	66% (48%)
Treasury	24% (3%)	60% (24%)	74% (40%)
Justice	25% (4%)	46% (12%)	71% (45%)
Interior	23% (8%)	39% (23%)	55% (37%)
Agriculture	17% (8%)	33% (21%)	50% (34%)
Commerce	24% (11%)	39% (21%)	58% (33%)
Labor	15% (9%)	34% (17%)	55% (23%)
Health & Human Serv.	25% (9%)	44% (24%)	66% (38%)
Housing & Urban Dev.	25% (11%)	45% (24%)	65% (43%)
Transportation	23% (14%)	36% (22%)	58% (35%)
Energy	28% (10%)	42% (25%)	64% (41%)
General Services Admin.	31% (14%)	45% (29%)	62% (42%)
National Aeronautics & Space Admin.	57% (24%)	71% (48%)	86% (67%)
Veterans Admin.	16% (4%)	28% (15%)	40% (24%)
Environmental Pro- tection Agency	38% (15%)	44% (29%)	62% (41%)
Small Business Admin.	23% (11%)	43% (27%)	62% (44%)
Education	16% (7%)	31% (19%)	47% (29%)
Non-Defense Subtotal	21% (9%)	37% (22%)	56% (36%)
Total	25% (9%)	40% (24%)	59% (40%)

*Both for early out (in the event of a Reduction In Force) and for regular retirement. The percentage eligible for regular retirement appears in parenthesis.

GENERAL BUSINESS & INDUSTRY (GS 1101)

HISTORIC LOSS RATES (1979-1982)

	<u>1979</u>	<u>1980</u>	<u>1981</u>	<u>1982</u>
Strength At The Fiscal Year's Beginning	6773	7143	8101	9729
Losses of Employees Eligible to Retire	274	326	236	278
Loss Rate--Employees Eligible to Retire*	21%	40%	30%	29%
Losses of Employees Not Eligible To Retire	1057	1245	1364	1544
Loss Rate--Employees Not Eligible To Retire**	18%	20%	19%	18%
Gross Loss	1331	1571	1600	1822
Overall Loss Rate	20%	22%	20%	19%
Losses To Other GS-1100 Series***	103	151	119	137

*Based on the formula $100 * (n/N)$, where N is the number eligible to retire at the Fiscal Year's beginning and n is the number of retirement eligibles who actually departed during the Fiscal Year. Figures only include those eligible for regular retirement; not early out.

**Based on the formula $100 * (x/X)$, where X is the number not eligible to retire at the Fiscal Year's beginning and x is the number of non-eligibles who actually departed during the Fiscal Year.

***GS-1100 series include the GS-1101, 1102, 1103, 1105, 1106, and 1150.

GENERAL BUSINESS AND INDUSTRY (GS 1101)

STATISTICS ON PERSONNEL HIRED DURING THE PERIOD
FY 1979 THROUGH FY 1982*

	<u>Int. Hires</u>	<u>Ext. Hires</u>	<u>Other Hires</u>	<u>FY78 Base</u>	<u>Total</u>
Total**	6096	1584	438	3130	11248
Percent FY 1982 Work Force	54% {68%}	14%	4%	28%	
College Graduates (Percentage)	22% {24%}	33%	46%	40%	29%

*Internal Hires--Federal employees who transferred to the GS-1101 series from positions in the GS-1102, GS-1103, GS-1105, GS-1106 and other such series.

External Hires--Off-the-street hires for GS-1101 positions.

Other Hires--Hiring source unspecified.

FY78 Base Population--Persons in the GS-1101 series on 9/30/1978.

**Note: The totals here for internal and external hires are less than the sum of the year by year hires. This is because some of the personnel hired during FY 1979, FY 1980 and FY 1981 left the series prior to FY 1982.

END NOTES

This report takes advantage of the latest data from the Central Personnel Data File, recently prepared and provided by the Office of Personnel Management. In the hiatus between this report and the Fiscal Year 1980 report, we expanded and refined software for the Federal Acquisition Personnel Information System.

In the course of reworking the software, we discovered that tapes for fiscal years 1976 through 1979 had been miscataloged (these tapes were supplied to us in a single batch) somewhere in the process of moving them from one computer to another. Hence, data in previous reports for the fiscal years prior to 1980 may be in error. This includes derived functions such as average age and retirement eligibility. However, the data for Fiscal Year 1980 (but not the previous fiscal years) in the last report are accurate.

We have also refined the formulas used in computing retirement eligibility, average age, and average grade. This has produced slight variations from figures used previously on the Fiscal Year 1980 work force.

Turnover data in this report were derived by tracking data on each individual in the work force across fiscal years. Social Security Numbers were used to locate and merge files from different fiscal years on the same individual.

For example, an individual's occupational codes might read as follows:

	<u>FY79</u>	<u>FY80</u>	<u>FY81</u>	<u>FY82</u>
Occupation*	1105	1105	1102	0

*At the Fiscal Year's end.

In this report, the individual would be reported as a "loss" to the GS-1105 series during Fiscal Year 1981 and an "internal hire" for the GS-1102 series in Fiscal Year 1981. The individual would also be counted as a "loss" to the GS-1102 series in Fiscal Year 1982.

For more information on the formulas, procedures, and software used in preparing this report, please contact the Federal Acquisition Institute.

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